

**MINUTES**  
**VILLAGE OF LAKE PARK COUNCIL MEETING**  
**3801 LAKE PARK ROAD, LAKE PARK, NC**  
**REGULAR SESSION**  
**7 PM**

**August 13, 2019**

**ATTENDING:** Mayor David Cleveland  
Council Members: John Barnes, Pam Jack, James Record and Fabian Szarko  
Village Administrator: Cheri Clark  
Finance Officer: Cheryl Bennett  
Attorney: Ken Swain

**CALL TO ORDER:** Mayor David Cleveland called the August 13, 2019 Regular Session Council meeting to order.

**INVOCATION:** Pam Jack gave the invocation.

**PLEDGE OF ALLEGIANCE:** Mayor David Cleveland led the Pledge of Allegiance.

**PUBLIC COMMENT:** There were no public comments.

**APPROVAL OF MINUTES:** James Record made the motion to approve the July 9, 2019 Regular Session Council Minutes as presented. John Barnes seconded the motion. Vote – Unanimous.

**CHANGES TO THE AGENDA:** Fabian Szarko made the motion to adopt the August 13, 2019 Council Meeting Agenda as presented. Pam Jack seconded the motion. Vote – Unanimous.

**SECURITY REPORT:** Deputy Rucker shared that there were 98 calls for service in July, 342 self-initiated calls and 11 alarm calls. There were 25 traffic stops in the month of July.

Mayor David Cleveland shared that the Village has been requested to change the intersection of Balsam and Sages from a two-way stop to a four-way stop. The Village has received a quote of \$235 per sign. Council decided due to line of sight concerns, the intersection should be a four-way stop. James Record made the motion to approve the purchase of two stop signs to create a four-way stop. Fabian Szarko seconded the motion. Vote – Unanimous.

**PARKS AND RECREATION:** James Record shared that the Parks and Recreation Commission would like to recommend Jeremy Russell to fill the empty seat on the Commission. James Record made the motion to appoint Jeremy Russell to the Parks and Recreation Commission. Pam Jack seconded the motion. Vote – Unanimous.

The tennis courts should be striped for Pickle Ball by November 1<sup>st</sup>. Both courts will be lined for \$500.

P&R spent \$1,000 to remove 50 dead bushes in the Garden District and around the Kite Girl.

P&R spent \$3,225 on the National Night Out event this year. There were over 300 people at the event. James Record made the motion to approve \$3,225 for the event. Fabian Szarko seconded the motion. Vote – Unanimous. James Record also thanked all the volunteers and First Responders that made the event possible.

**MECKLENBURG SWIM ASSOCIATION:** The Mecklenburg Swim Association (MSA) has agreed to pay \$7,000 for four weeks to use the main pool and \$1,500 for each additional week beginning September 4<sup>th</sup>. Mayor David Cleveland thanked Attorney Ken Swain and Cheri Clark for their work in putting the contract together. The funds from the one-time rental will be used to add permanent lighting to the pool deck and tennis courts.

**STORMWATER:** Cheri Clark shared the stormwater project on Lincoln Court and the repair of the Normandy Pond headwall are outstanding. Cheri Clark will have pricing to repair the headwall at the September meeting.

**COMMUNICATION COMMISSION:** Pam Jack shared that the next Communication Commission Mixer is September 22<sup>nd</sup> from 2:30 to 4:00 pm. Pam Jack invited all the Council candidates to the Mixer. New residents since February 2019 will be receiving invitations to the event. Pam Jack made the motion to add Mark Richards and Nicole Bell to the Communication Commission (CC). Fabian Szarko seconded the motion. Vote – Unanimous. The CC had 25 people sign up for e-notify at the Fourth of July event. The CC will also have a booth at the Fall Festival.

**FINANCE OFFICER'S REPORT:** Cheryl Bennett shared that during the month of July revenues received were prior year taxes, daily swim fees and pool membership fees. Expenses that were paid included membership fees and dues, insurance, pool management contract, landscaping fees, pond contract and the purchase of a new decorative bench.

Cheri Clark gave the 2018 – 2019 Tax Settlement to Council. Ad valorem taxes and Utility Taxes collected \$571,503; GAP taxes collected \$912; Outstanding balance at the end of the fiscal year \$5,288. Collection rate for the year 99%. James Record made the motion to accept the 2018 – 2019 Tax Settlement. John Barnes seconded the motion. Vote – Unanimous.

Pam Jack made a motion to approve the Resolution to Authorize the Collection of Property Taxes for 2019. James Record seconded the motion. Vote – Unanimous.

General Fund  
Income

Jul 19	Budget	% of Budget
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<b>Property Taxes</b>			
Ad valorem current year	0.00	595,058.00	0.0%
Utility ad valorem	0.00	7,215.00	0.0%
Motor vehicle tax	0.00	89,209.00	0.0%
Ad valorem prior years	3,939.12	2,000.00	196.96%
Penalties and interest	<u>203.90</u>	<u>1,800.00</u>	<u>11.33%</u>
Total Property Taxes	4,143.02	695,282.00	0.6%
<b>Other Taxes</b>			
Stormwater Fees- current year	0.00	62,137.00	0.0%
Stormwater fees - prior years	<u>60.88</u>	<u>250.00</u>	<u>24.35%</u>
Total Other Taxes	60.88	62,387.00	0.1%
<b>State Shared Revenues</b>			
Alcoholic Beverage Tax	0.00	16,200.00	0.0%
Sales and use tax	0.00	210,000.00	0.0%
Telecom. Sales Tax	0.00	1,700.00	0.0%
Elec. Sales Tax	0.00	102,000.00	0.0%
Video Prog. Sales Tax	0.00	19,000.00	0.0%
Piped Gas Sales Tax	0.00	7,100.00	0.0%
Solid Waste Disposal Tax	<u>0.00</u>	<u>3,800.00</u>	<u>0.0%</u>
Total State Shared Revenues	0.00	359,800.00	0.0%
<b>Parks &amp; Recreation Revenue</b>			
Program Fees-Fishing Licenses	239.00	1,500.00	15.93%
Facility Rentals	660.00	3,000.00	22.0%
Daily swim fees	6,761.00	12,000.00	56.34%
Season pass pool fees	<u>1,100.00</u>	<u>50,000.00</u>	<u>2.2%</u>
Total Parks & Recreation Revenue	8,760.00	66,500.00	13.17%
<b>Other revenues</b>			
Zoning Permits	150.00	1,500.00	10.0%
Approp. Fund Balance	0.00	30,986.00	0.0%
Civil Penalties	0.00	600.00	0.0%
Investment revenue	882.94	8,000.00	11.04%
Miscellaneous	<u>60.00</u>	<u>2,120.00</u>	<u>2.83%</u>
Total Other revenues	<u>1,092.94</u>	<u>43,206.00</u>	<u>2.53%</u>
Total Income	<u>14,056.84</u>	<u>1,227,175.00</u>	<u>1.15%</u>
Gross Profit	14,056.84	1,227,175.00	1.15%
<b>Expense</b>			
<b>General Government</b>			
<b>Other Expenditures</b>			
Contingency	0.00	15,000.00	0.0%
<b>Stormwater Expense</b>			
Advertising	0.00	100.00	0.0%
Dues and Permits	750.00	750.00	100.0%



Prof. Fees - Engineering	0.00	18,000.00	0.0%
Repairs & Maint. Services	<u>221.91</u>	<u>43,537.00</u>	<u>0.51%</u>
Total Stormwater Expense	<u>971.91</u>	<u>62,387.00</u>	<u>1.56%</u>
Total Other Expenditures	971.91	77,387.00	1.26%
Planning and Zoning			
Zoning Admin. Services	1,132.66	13,592.00	8.33%
Code Enforcement Services	0.00	600.00	0.0%
Consulting Fees	0.00	4,000.00	0.0%
Supplies	0.00	300.00	0.0%
Training	<u>0.00</u>	<u>800.00</u>	<u>0.0%</u>
Total Planning and Zoning	1,132.66	19,292.00	5.87%
Gen. Govt. Personal Services			
Adm Assistant	0.00	13,650.00	0.0%
Clerk/Tax Collector	5,960.34	71,524.00	8.33%
Council	0.00	12,806.00	0.0%
Finance Officer	1,574.75	18,897.00	8.33%
Mayor	0.00	5,253.00	0.0%
Payroll Expenses	<u>663.10</u>	<u>10,400.00</u>	<u>6.38%</u>
Total Gen. Govt. Personal Services	8,198.19	132,530.00	6.19%
Professional Fees			
Auditing Services	0.00	4,820.00	0.0%
Legal Services	<u>0.00</u>	<u>18,000.00</u>	<u>0.0%</u>
Total Professional Fees	0.00	22,820.00	0.0%
Supplies and Materials			
Office	<u>85.99</u>	<u>7,100.00</u>	<u>1.21%</u>
Total Supplies and Materials	85.99	7,100.00	1.21%
Services			
Communications/Newsletter	110.00	4,900.00	2.25%
Advertising	0.00	400.00	0.0%
Membership and dues	5,127.00	5,400.00	94.94%
Bank charges	57.71	950.00	6.08%
Elections	0.00	3,110.00	0.0%
Insurance/bonds	9,339.21	9,931.00	94.04%
Miscellaneous oper. exp.	0.00	500.00	0.0%
Website/flyers	0.00	1,500.00	0.0%
Postage	0.00	800.00	0.0%
Property Tax	0.00	400.00	0.0%
Tax collection	195.98	2,000.00	9.8%
Telephone	64.17	5,900.00	1.09%
Training	0.00	1,000.00	0.0%
Travel	<u>0.00</u>	<u>1,200.00</u>	<u>0.0%</u>
Total Services	14,894.07	37,991.00	39.2%

Capital Outlay			
Furniture/Office	0.00	7,000.00	0.0%
Sidewalk repairs	0.00	15,000.00	0.0%
Total Capital Outlay	0.00	22,000.00	0.0%
Total General Government	25,282.82	319,120.00	7.92%
Parks & Recreation			
Parks/Rec. Supplies & Materials			
Flags	0.00	3,500.00	0.0%
Janitorial /Cleaning Supplies	0.00	250.00	0.0%
Food/Provisions - events	0.00	3,500.00	0.0%
Pool Supplies	0.00	2,100.00	0.0%
Total Parks/Rec. Supplies & Materials	0.00	9,350.00	0.0%
Parks/Rec Services			
Pool management fee	10,440.00	57,550.00	18.14%
Pool Operations	0.00	7,100.00	0.0%
Comm. center maintenance	362.00	9,150.00	3.96%
Seasonal Decorations	0.00	16,500.00	0.0%
Events Services	825.00	4,000.00	20.63%
Water/Sewer	0.00	6,000.00	0.0%
Natural Gas	28.14	700.00	4.02%
Total Parks/Rec Services	11,655.14	101,000.00	11.54%
Maintenance of Common Areas			
Landscaping	12,967.96	155,615.00	8.33%
Park maintenance	950.00	63,750.00	1.49%
Pond maintenance	1,381.50	19,600.00	7.05%
Electric Maintenance	250.00	7,500.00	3.33%
Repairs of Common Areas	100.00	2,000.00	5.0%
Total Maintenance of Common Areas	15,649.46	248,465.00	6.3%
Parks/Rec Capital Outlay			
Reserve for Tennis Court	0.00	10,000.00	0.0%
Reserve for Playground	0.00	5,000.00	0.0%
Benches, Tables etc.	0.00	2,000.00	0.0%
Total Parks/Rec Capital Outlay	0.00	17,000.00	0.0%
Total Parks & Recreation	27,304.60	375,815.00	7.27%
Public Services/Safety			
CapitalOutlay-ADA parking space	0.00	10,000.00	0.0%
Electric bills	9,331.14	116,800.00	7.99%
Street Signs	0.00	7,500.00	0.0%
Waste Collection	0.00	199,740.00	0.0%
Law enforcement	0.00	198,200.00	0.0%
Total Public Services/Safety	9,331.14	532,240.00	1.75%
Total Expense	61,918.56	1,227,175.00	5.05%

Net General fund	47,861.72	0.00	100.0%
Powell			
Bill			
PB			
Income			
Interest - Powell Funds	0.00	800.00	0.0%
Powell Bill Revenue	<u>0.00</u>	<u>96,050.00</u>	<u>0.0%</u>
Total Other Income	0.00	96,850.00	0.0%
PB Expense			
Street Exp. - Powell Bill	<u>0.00</u>	<u>96,850.00</u>	<u>0.0%</u>
Total Other Expense	<u>0.00</u>	<u>96,850.00</u>	<u>0.0%</u>
Net Powell Bill	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Excess of Rev. over Exp.	<u>47,861.72</u>	<u>0.00</u>	<u>100.0%</u>

**PUBLIC SERVICES (Street, Waste Collection & Lighting):** Mayor David Cleveland shared that a vehicle has hit the directional sign at the Obelisk and it is in the process of being replaced.

John Barnes shared that the light at Founders Park has been corrected. At the National Night Out event, the gazebo had no power due to an electrical short in the system. The receptacles at the gazebo and the Christmas tree island have been replaced.

Pam Jack shared that we had a paint spill on Lilac. The spill has been cleaned up. The Villager will be reminding residents to never put paint in their trash cans.

**COMMUNICATION INFORMATION:** Pam Jack shared that topics for the September newsletter include: Swim team, MSA, trash, National Night Out, New Resident Mixer, Garden Club, HOA, Taxes and P&R Commissioner and CC Commissioners.

**COUNCIL COMMENTS:** James Record thanked the Council candidates for attending the Council meeting and Jeremy Russell for filling the empty seat on P&R. He also thanked all the National Night Out volunteers that helped make the event a success.

Pam Jack and Fabian Szarko also thanked the Council candidates for coming out.

John Barnes thanked the Council candidates for attending the meeting and wished them good luck in the upcoming election.

Mayor David Cleveland thanked the audience and candidates for attending the meeting.

**ADJOURN:** Fabian Szarko made the motion to adjourn. Pam Jack seconded the motion. Vote – Unanimous.

  
Mayor David Cleveland

Respectfully submitted,

  
Village Administrator, Cheri Clark

